



SUPPLY TEACHING GUIDE

Is supply for you?

 **APSCo**
United Kingdom

 **gcc
nps** y gwasanaeth
caffael
cenedlaethol
national
procurement
service

VES

RECRUITMENT

EST. 2009

About VES Recruitment

VES is an established provider of temporary staff to schools across South Wales, founded in 2009 we have quickly become the go to agency for schools across Wales looking to fill their vacancies with experienced and inspiring supply teachers and Teaching Assistants.

Not only are we one of Wales's fastest growing supply teaching agencies but we have also won awards for the standard of our service. We were also the first Welsh company to achieve the APSCo Compliance + accreditation. VES have been appointed as an approved supplier for the Welsh Government and is a preferred supplier for local authorities and schools across Wales. So, if you're looking for short- or long-term placement opportunities, VES can help!



VES
RECRUITMENT
EST. 2009

How does supply teaching work?

Supply contracts are used to cover temporary vacancies in schools and other education environments. These temporary vacancies can be short or long-term depending on the circumstances.



As most short-term work is offered on an ad-hoc or day-to-day basis, it's important to note that you may receive details about your next placement of work the morning of or the night before you are due in work. With long-term assignments, you will be informed of details & expectations before your placement.

All staff must uphold the same quality of teaching and responsibilities as permanent members at the school. Relevant qualifications & a valid DBS are required for each role.



If you work on an ad-hoc basis there may be no lessons planned & it will be your responsibility to prepare lesson content. If you are on a long-term placement your duties will likely include more responsibilities such as marking work or attending parent's evenings.

Pay rates & income procedures

Supply staff are usually paid a daily rate (full day, morning rate or afternoon rate). We are part of the National Procurement Service Framework and are AWR compliant. Pay increases after 12 weeks in a long-term role.

2026 Day rates*:

Teacher: from £172.98

TA/LSA: from £90

HLTA/Cover Supervisor: £100

*Rates correct as of 10/06/2026.

Subject to change in accordance with government guidance.

When working through an agency, supply staff will often have tax and national insurance deductions managed for them by the agency. VES Recruitment have an in-house payroll team to ensure a smooth process, and if you ever need to query your payslip we'll be on the other end of the phone for you.



VES
RECRUITMENT
EST. 2009

Benefits of Supply Teaching

Skills Development

Supply Teaching allows you to gain experience with various year groups & subjects, building on your skills and preferences for the job. This will also help you build relationships in schools & could possibly lead to permanent positions if you'd wish.

Flexibility

The ad-hoc nature of supply can be beneficial for those who can only work specific days or hours in the week, or would like to earn money around their studies and/or other commitments.



Less Pressure

Although some roles come with the same responsibilities for planning and marking classwork, there is less pressure with ad-hoc roles. If you find a new role outside of supply, there is no notice period which gives you freedom to move in the direction you want to for your career. There is also no pressure to accept work, and VES are very understanding of other commitments.



Training Courses at VES

We have **over 50 FREE online CPD courses** available to all of our candidates and schools! We cover a range of courses including PREVENT, Safeguarding of Children, Autism Awareness and Behavioural Management. ALL courses are CPD accredited and you will receive a certificate on completion.

Some of our courses can be seen below:

- Manual Handling
- Loss & Bereavement
- AI Awareness
- Disability Awareness
- Supporting Mental Wellbeing
- Mental Health Awareness
- Level 2 Food Hygiene & Safety
- First Aid
- Safeguarding of Children
- Autism Awareness
- Bullying & Cyber Bullying
- Understanding Child Development

Candidates can get access to our courses, please email **compliance@vesrecruitment.co.uk**



Frequently Asked Questions

What qualifications do I need?

We require all of our staff to have a relevant qualification and experience. LSAs will require a Level 2 Teaching qualification or above, Teachers require PGCE or QTS, and Cover Supervisors require a degree. Special Education Staff could also have a background in Health & Social Care.



Can Newly Qualified Teachers work in supply?

Absolutely. Supply Teaching is a perfect way for NQTs to gain experience and develop an understanding of their own teaching styles and ideal environments.

How do I stand out on my CV?

Tailor your CV to what position and area you're applying for. Showcase your relevant skills and experience so it's easy for us to place you in the 'yes' pile. It also helps us pitch you as a candidate to schools, as we become familiar with your background.



Can I work in supply after retirement?

Yes of course. Your knowledge and experience high highly valuable and supply teaching can be a great way to supplement a pension. To find out more about how working during retirement could impact your pension, contact us today.

Frequently Asked Questions

Do I get paid through school holidays?

We take 12.07% out of your weekly pay which goes into a holiday fund for you. You can then claim this back during the periods the schools are closed (Summer, Christmas etc.)



How & when do I get paid?

Due to the Ad-Hoc nature of supply work, we pay you weekly. You will receive your payslip every Monday and you will then get paid every Thursday. Pay is 1 week in arrears. Any issues with payslips must be raised with payroll immediately to ensure corrections are made in time.

Are there long-term positions available?

Supply work is primarily short term/ day-to-day work. However, long-term positions are becoming more popular due to a shift in the education industry. The permanent job market is getting tough, especially for teaching professionals, so some find supply work better for them.



Can I work a different job alongside supply?

We will ask for your availability and will contact you to work only on these days. This means you can work around other commitments such as other employment or family responsibilities.

Why Choose VES Recruitment

VES Recruitment, established in 2009, has an uncompromising responsibility to our schools when it comes to safeguarding, and for providing highest quality candidates. That is why our Compliance+ accreditation gives our Head Teachers the assurance and peace of mind that they need. When working with VES Recruitment you know you'll be part of a high-quality workforce with opportunities to grow and develop your personal skillset.

Benefits:

- 24/7 On-Call helpline
- Ongoing support from your Account Manager
- Training Opportunities
- Competitive weekly pay
- Flexible opportunities working around your other commitments

Our community:

VES are committed to our local communities and supporting many worth causes. Each year we select a 'Charity of the Year' which we then support and fundraise for throughout the academic year. Our schools are extremely important to us which is why we also support school events and fundraisers! As well as this we regularly organise competitions and activities for our schools and their pupils.





Keep In Touch



Merthyr

Suite 2, The Business
Centre
Triangle Business Park
Pentrebach
CF48 4TQ

01685 788018



Cardiff

Albion House
Oxford Street
Taff's Well
Cardiff
CF15 7TR

02920 028404



vesrecruitment.co.uk



registrations@vesrecruitment.co.uk



VES Recruitment



[@vesrecruitment](https://www.instagram.com/vesrecruitment)



[@vesrecruitment](https://twitter.com/vesrecruitment)



[@vesrecruitment](https://www.tiktok.com/@vesrecruitment)

VES
RECRUITMENT
EST. 2009

